

~~CONFIDENTIAL~~

10 MAY 1962

MEMORANDUM FOR: Director of Security

SUBJECT: Need for a Daily Armed Security Escort

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1. The Finance Division is faced with the problem of providing financial support to [REDACTED]. On a daily basis it is necessary for the above components to bring classified documents to the Finance Division for certification and payment. The person picking up the funds will carry on an average \$5,000.00 in cash and negotiable instruments or checks totaling many thousands of dollars. In addition to servicing the above two organizations, the Finance Division daily delivers to and secures from the Fiscal Division, located in the Administration Building, checks, cash, and classified financial documents.

2. To securely resolve the above problem, it is requested that your office favorably consider the following request: "That an Office of Security armed officer and vehicle make a daily special courier run from Langley to the [REDACTED] and the Administration Building to escort and protect a finance officer who will carry funds and classified documents to the above locations and pick up from them classified documents and cash." We believe that such a protected courier run is well justified to provide a secure and timely means of transporting classified documents and Agency funds. The present pouch procedure between buildings is not considered a secure means of transporting funds.

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3. After you have had time to consider this proposal, we will be happy to discuss its implementation with you.

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[REDACTED]  
Chief, Finance Division

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